



# MAST

Meaningful and Actionable Selling Tool

Version 1.0

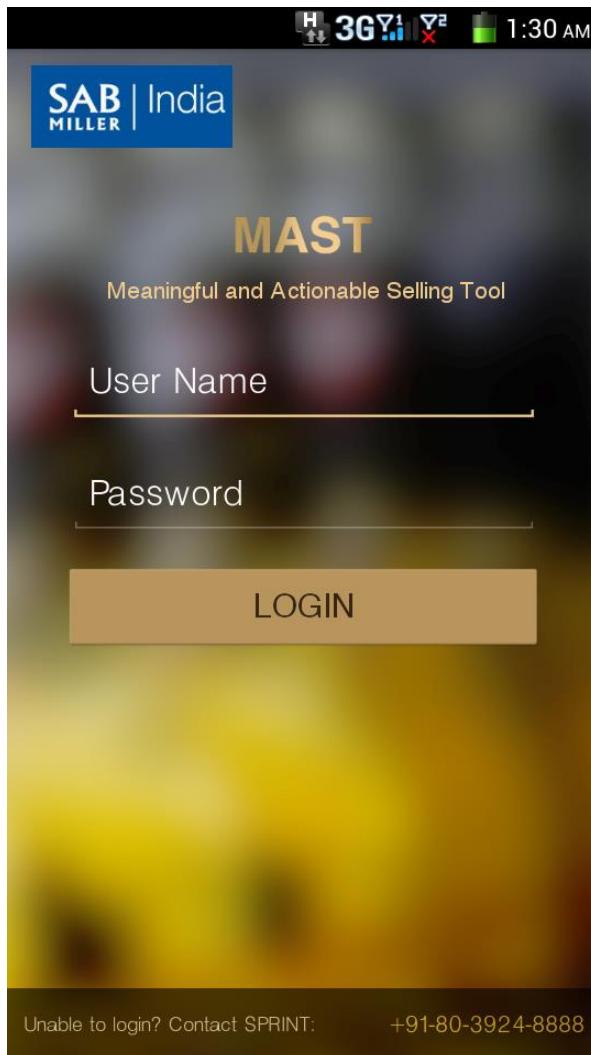
User Manual

# Check



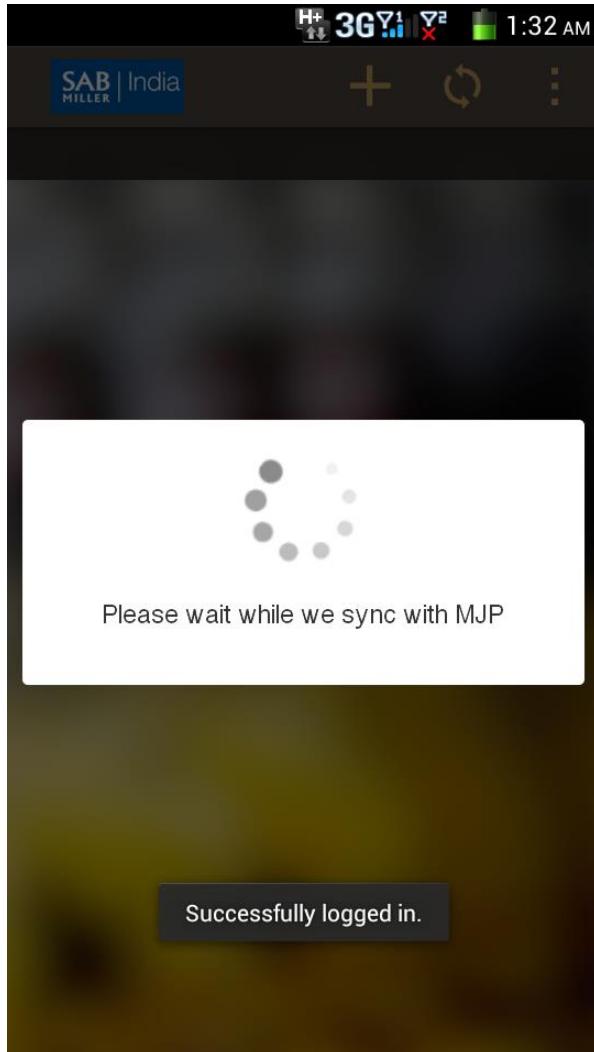
1. MAST application should be visible on your device.
2. Call Helpline +91-80-3924-8888 if you have uninstalled OR the Application is not visible.
3. Check internet working on your device.
4. Check for good phone network on your device.
5. Check for good brightness on your device.
6. Remember your User Name and Password.
7. Tap on MAST application to run.

# Login



8. MAST application Login screen is visible on your device.
9. Check for the SAB Miller India Logo on the screen top left.
10. Check for the SPRINT Help Line number on the screen bottom right.
11. Select User Name line and type the user name for MAST application.
12. Select NEXT on the keypad.
13. Type the password for the MAST application as provided to you. The password is case-sensitive.
14. Select NEXT on the keypad.
15. Select LOGIN to continue..

# Sync MJP



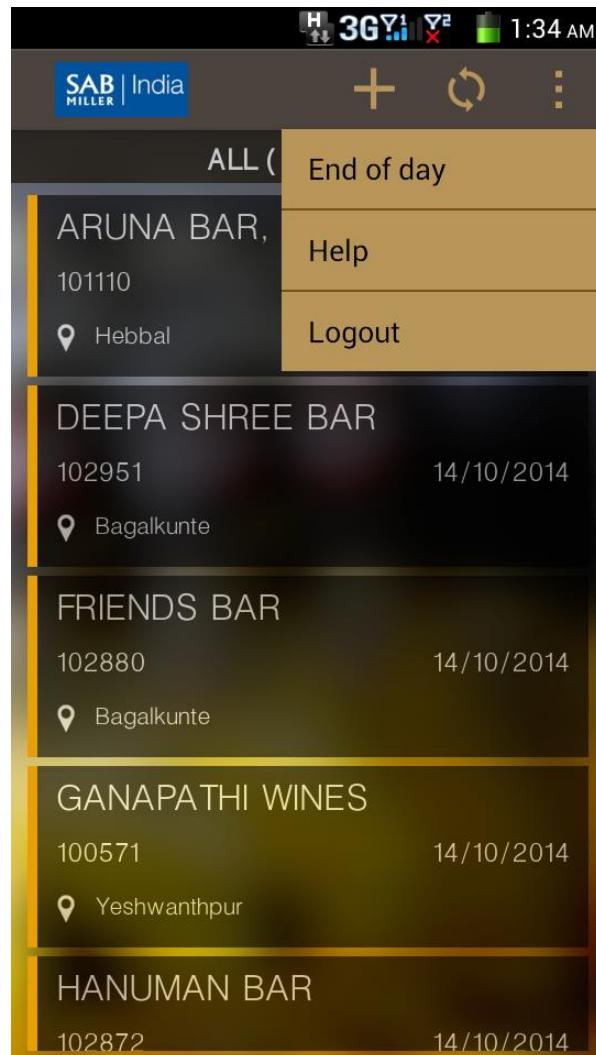
16. You see a message “Successfully logged in” on the screen briefly.
17. You see a message “Please wait while we sync with MJP”. The MAST application is busy in getting your MJP for the day.
18. Please wait till the application responds.
19. You see the MJP screen next.

# View MJP



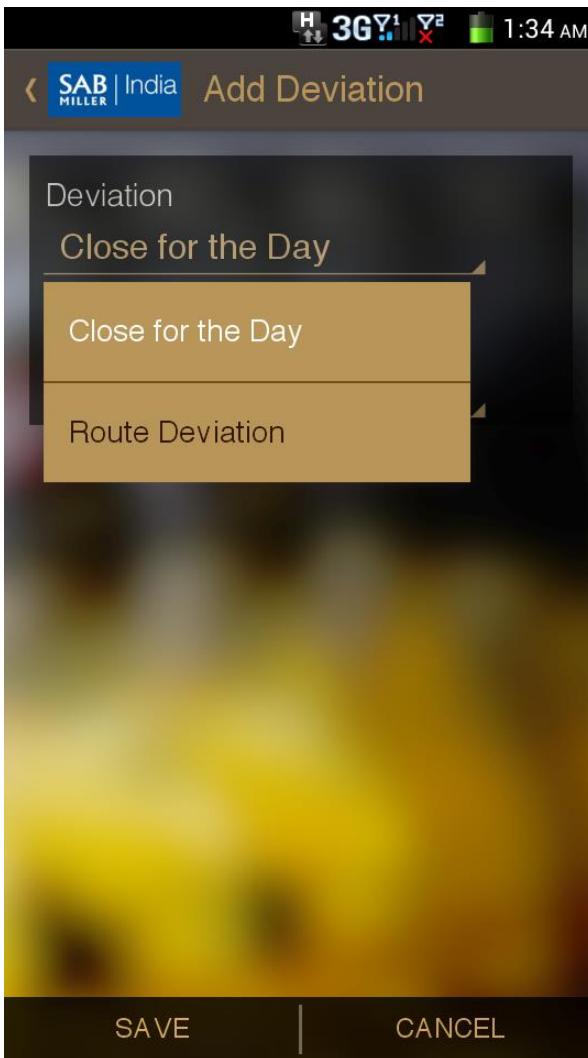
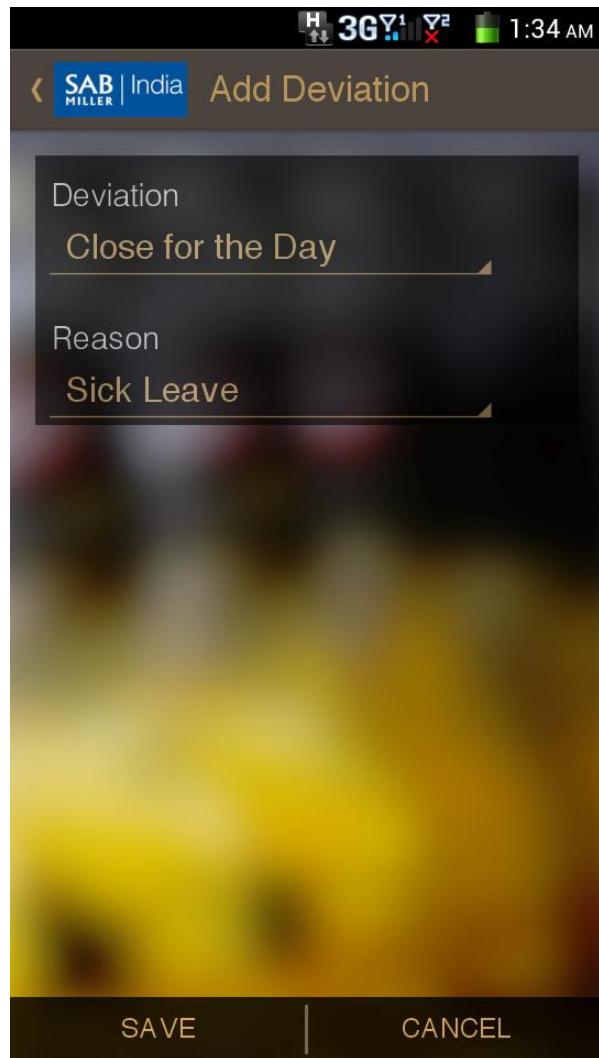
20. The MJP screen is a list of all outlets.
25. Use the Title bar at the top of the screen to add Deviations (+), Refresh () and Menu :
20. Use your finger to scroll the screen to the top and to the bottom to view the outlets.
21. There are 3 Tabs in the view. Use your finger to scroll the screen to the left and to the right direction to view the tabs.
22. The ALL tab includes all the outlets for the day as per MJP. The PENDING tab includes the outlets pending an update. The SAVED tab includes the outlets which are updated and saved by you. The numbers next to the tab indicates the outlets count.

# Menu Options



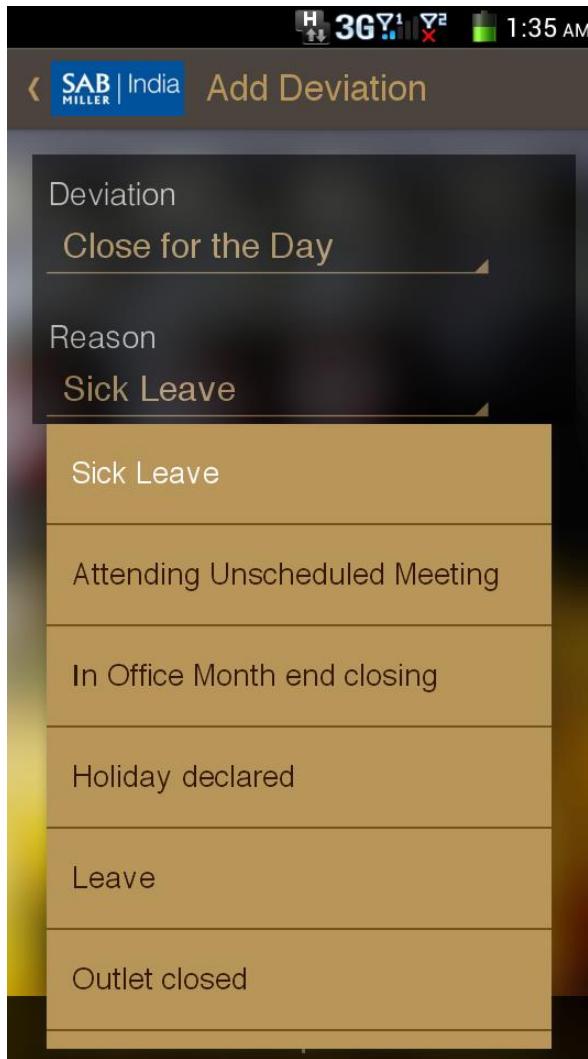
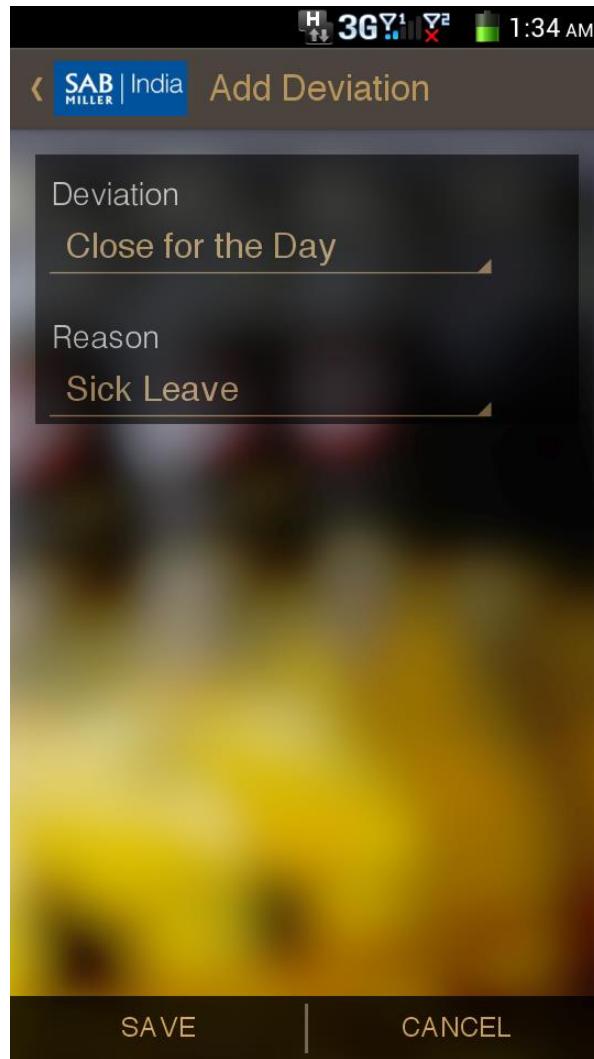
25. Use the Title bar at the top of the screen to add Deviations (+), Refresh () and Menu :
26. Tap on option “End of day” to close the MJP for the day only if all the outlets are closed in the list. Check for good network and internet connectivity.
27. Tap on option “Help” for feature help.
28. Tap on option “Logout” to exit the application session.

# Add Deviation



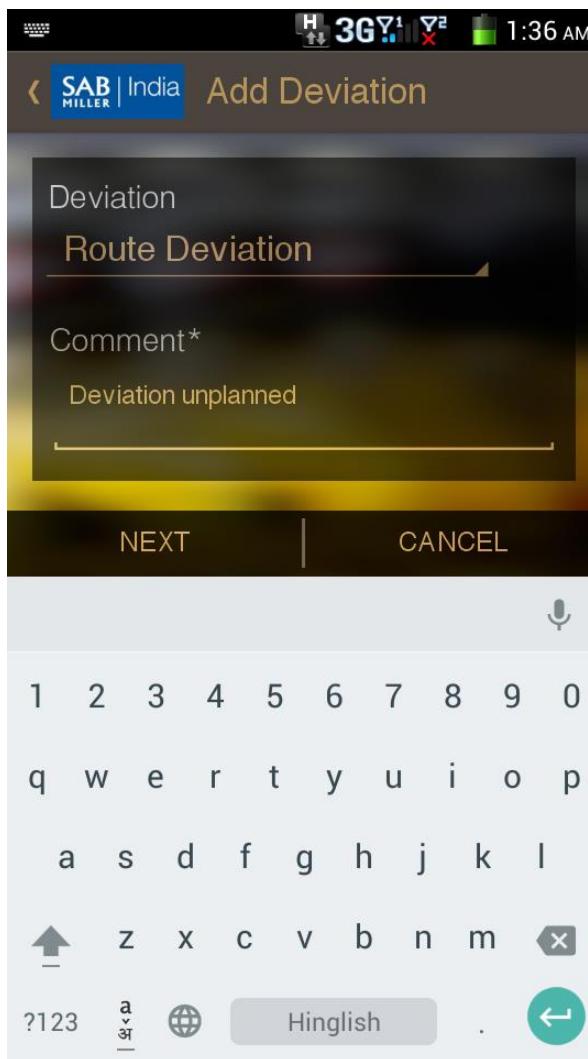
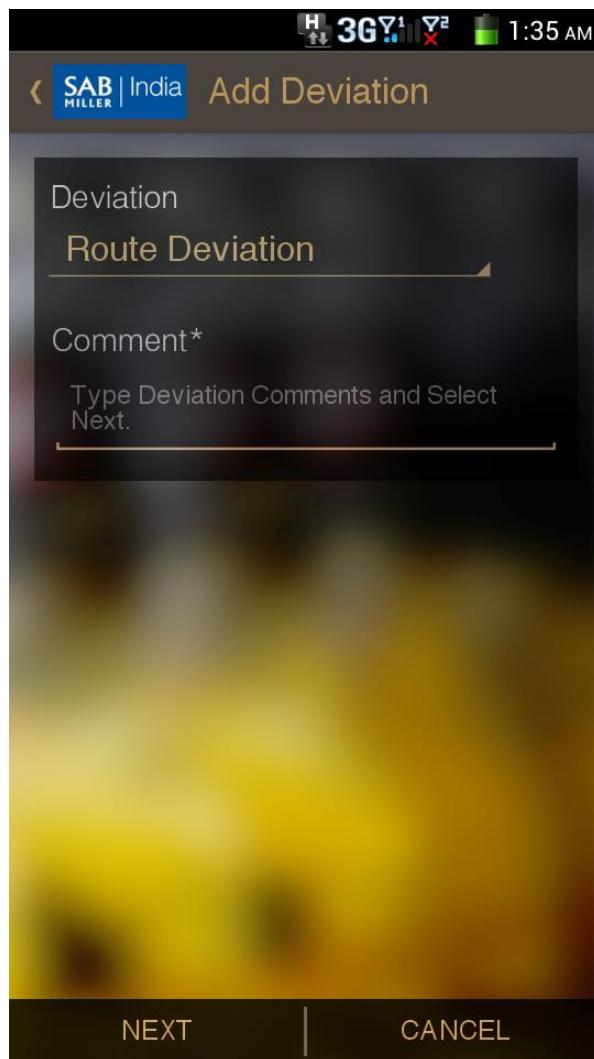
29. Deviations are of 2 types. Close for the day and Route Deviation.
30. Tap on the Close for the day to select the Deviation Type.
31. Select Close for the Day if you have wish to.
32. Select Route Deviation if you wish to add new outlets to your existing MJP.

# Add Deviation – Close for the Day



33. Check for good network and internet connectivity.
34. Tap on the Close for the day to select the Deviation Type.
35. Select Close for the Day if you wish to.
36. Tap on Reason to see the reason types. Scroll through the list from top to bottom. Tap on the right reason type to Select.
37. Tap on Save. The app takes some time to save the data. After completion your MJP is complete for the day. Logout to exit.

# Add Deviation – Route



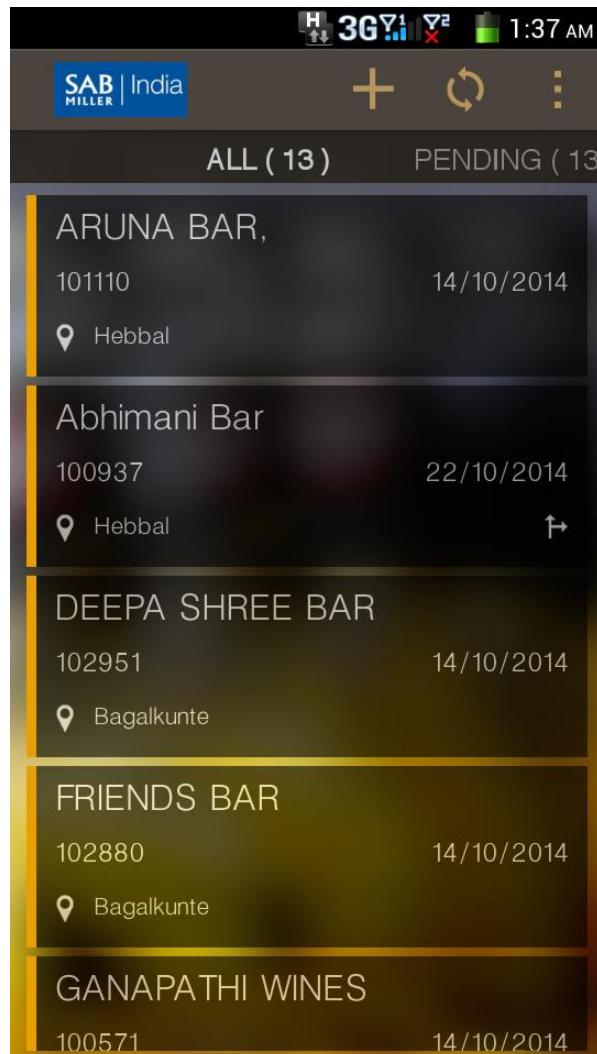
38. Tap on the Close for the day to select the Route Deviation.
39. Select Next. Tap on Comment and type the reason for deviation. Select Next to continue..

# Add Deviation – Fetch Route & Outlets



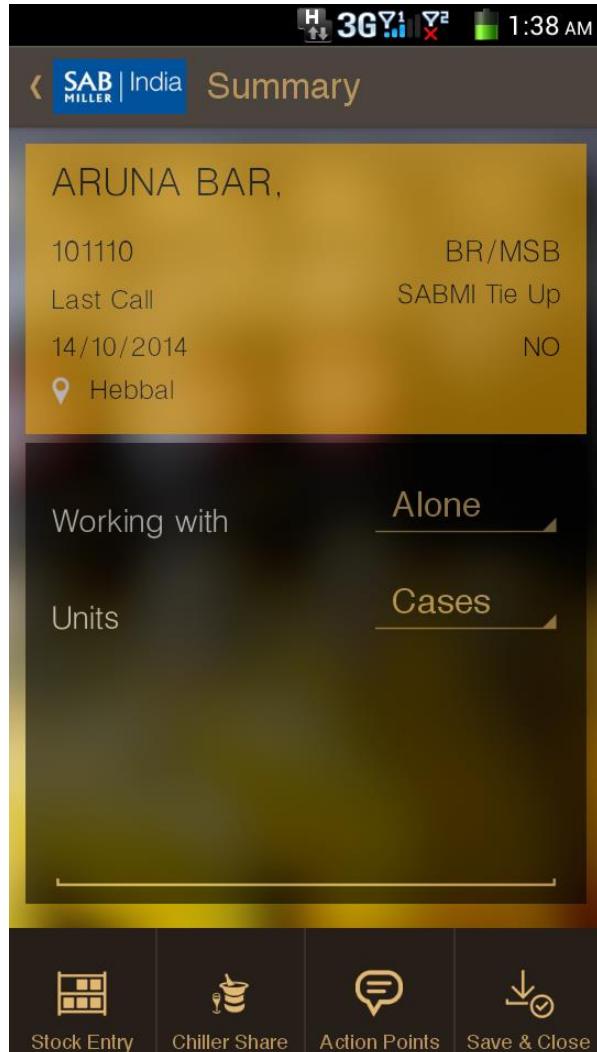
40. You shall add outlets for Route Deviation. You see the Route List screen. Scroll from top to bottom to view the routes. Tap on the Route to select.
41. You see the Outlet(s) List screen. Scroll from top to bottom to view the outlets. Tap on the outlets to select or unselect.
42. Tap on Cancel option at the bottom of the screen to undo selection.
43. Tap on Done option to return to MJP Screen with added outlets.

# View MJP



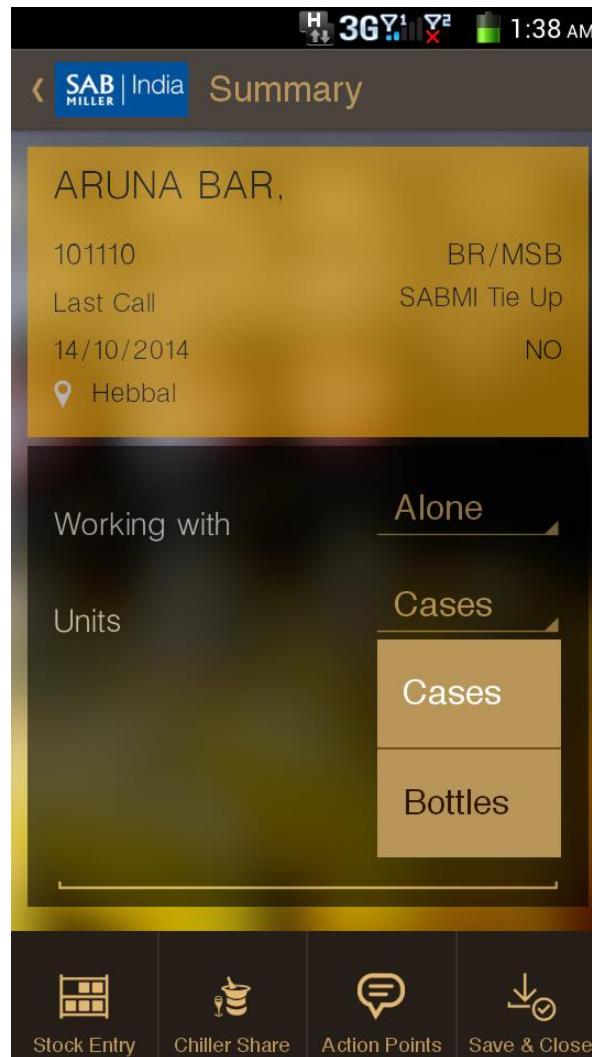
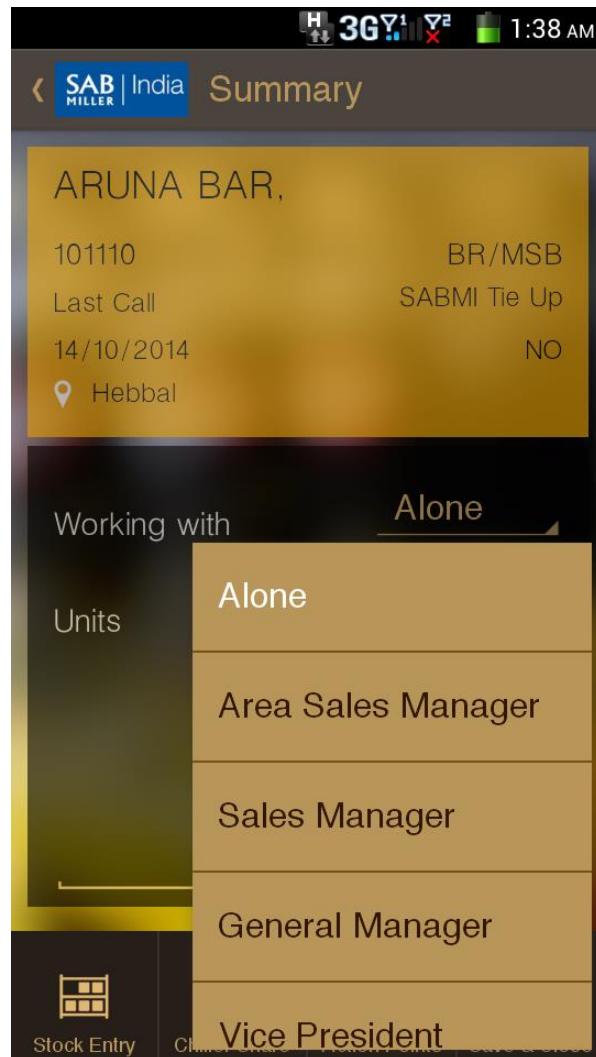
44. The MJP screen is a list of all outlets.
45. Use the menu bar at the top to add Deviations (+), Refresh () and Logout :
46. Use your finger to scroll the screen to the top and to the bottom to view the outlets.
47. There are 3 Tabs in the view. Use your finger to scroll the screen to the left and to the right direction to view the tabs.
48. The ALL tab includes all the outlets for the day as per MJP.
49. Tap on the outlet to view the summary.

# Outlet Summary



50. The Outlet Summary screen here shows Outlet Name, Channel / Class, Last Call Date and if the Outlet has tie-up with SABMI and the Area landmark. This is ready only information at the top of the screen.
51. The Stock Entry, Chiller Share, Action Points and Save & Close options are seen in the bottom of the screen.
52. You are Working Alone or Working with a partner then choose the right value.
53. Choose the right units for the Outlet.

# Outlet Summary



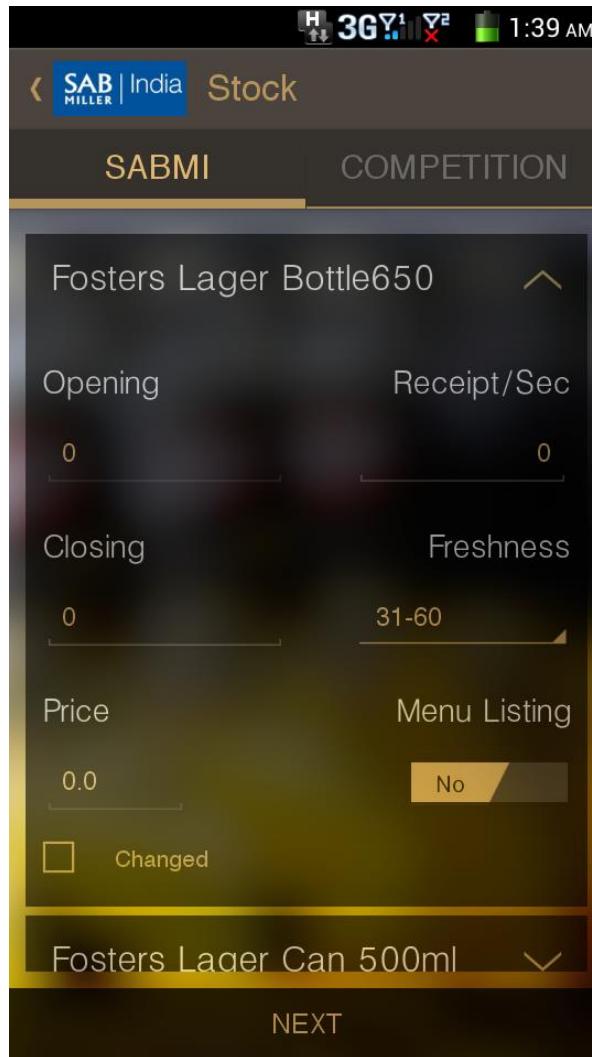
54. Tap on Alone to choose your working partner. Select the right value by tapping again.
55. Tap on Cases to choose the right units. Select the right value by tapping again.
56. The changes you have made are saved automatically.
57. Tap on Stock Entry option at the bottom of the screen to continue to Stock Screen next.

# Stock Screens



58. The Stock Screen shows SABMI stock and COMPETITION stock on separate Tabs.
59. The SABMI stock is shown first and notice the underline. All SKUs for this outlet are shown in the list. Move your finger in top and bottom direction to view the list.
60. Tap on COMPETITION to select and notice the underline. All SKUs for this outlet are shown in the list.
61. Tap on SABMI to select again.
62. Tap on any SKU to continue..

# Stock Entry - SABMI



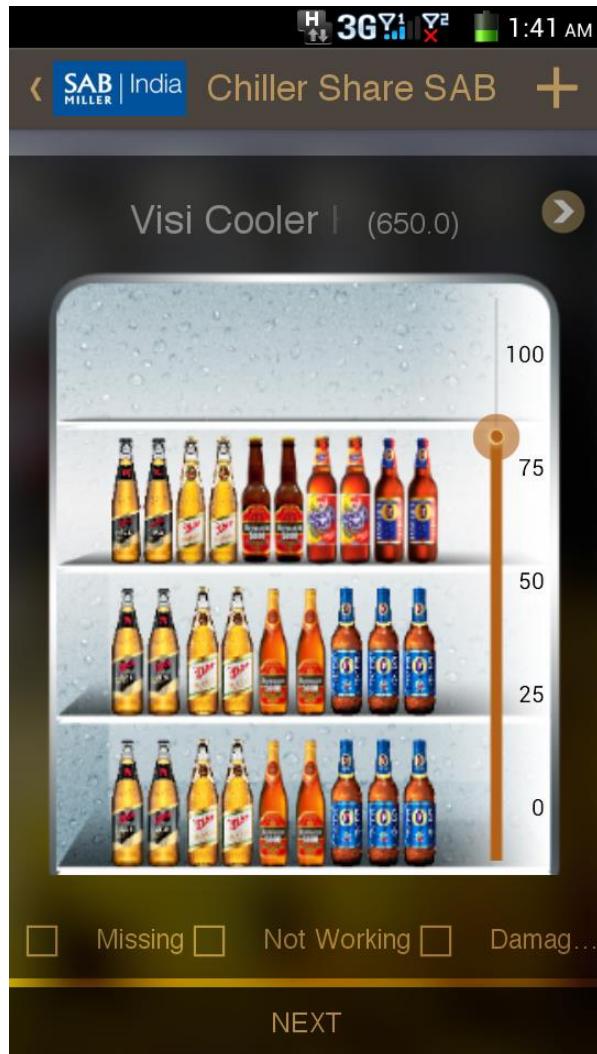
63. View the stock details for the SABMI SKU.
64. Tap on the arrow to collapse the view. Tap on the arrow to expand the view.
65. Tap on the Receipt/Sec. You see the numeric keypad. Type the number and tap on the keypad.
66. Tap on Closing to update the closing stock.
67. Tap on Freshness to update the freshness.
68. Tap on Changed to update the change in Price.
69. Tap on Menu Listing to update the listing.
70. Continue stock entry for other SABMI SKUs.
71. Tap NEXT at the bottom to continue. Your updates are saved automatically.

# Stock - COMPETITION



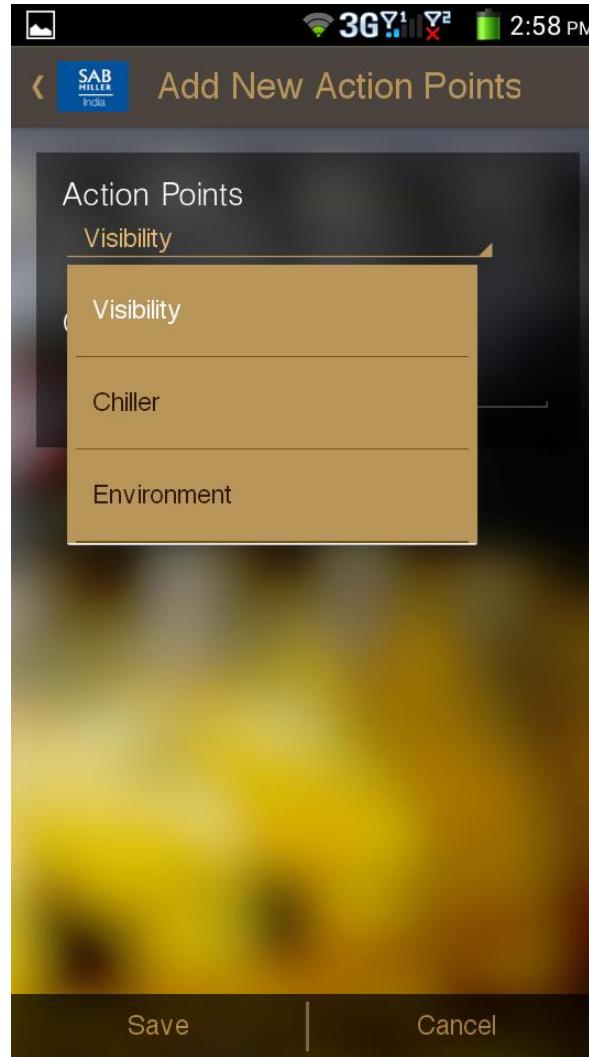
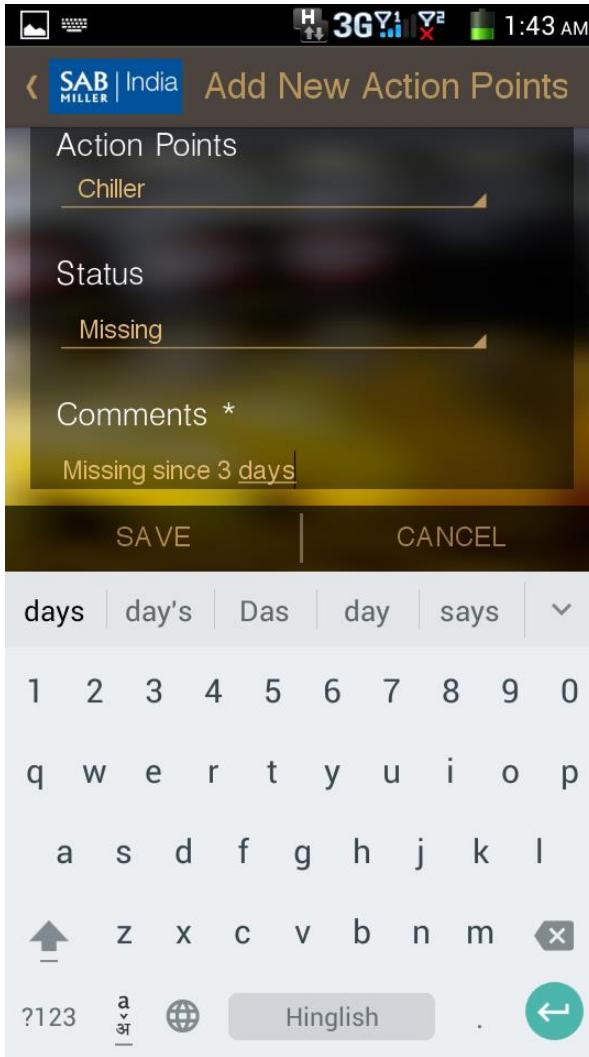
72. View the stock details for the COMPETITION SKU.
73. Tap on the SKU to select the availability. Notice the arrow in the box indicating the selection.
74. Tap on the same SKU to unselect. Notice the empty box indicating as not selected.
75. Scroll the list to search the SKUs.
76. Continue the availability entry for other COMPETITION SKUs.
77. Tap NEXT at the bottom to continue. Your updates are saved automatically. You see the Chiller Share Screen next.

# Chiller Share (SABMI)



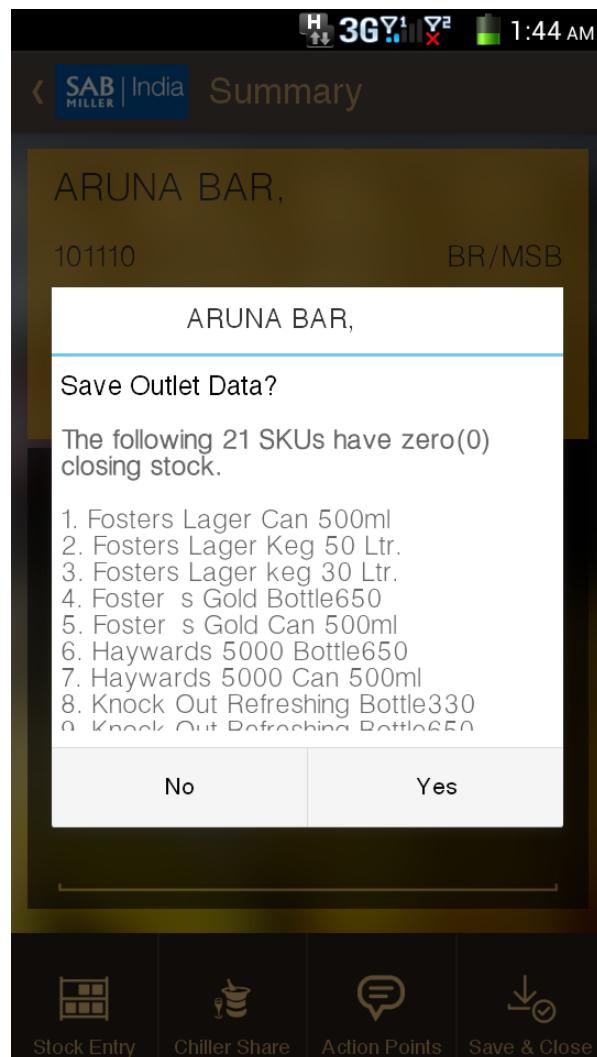
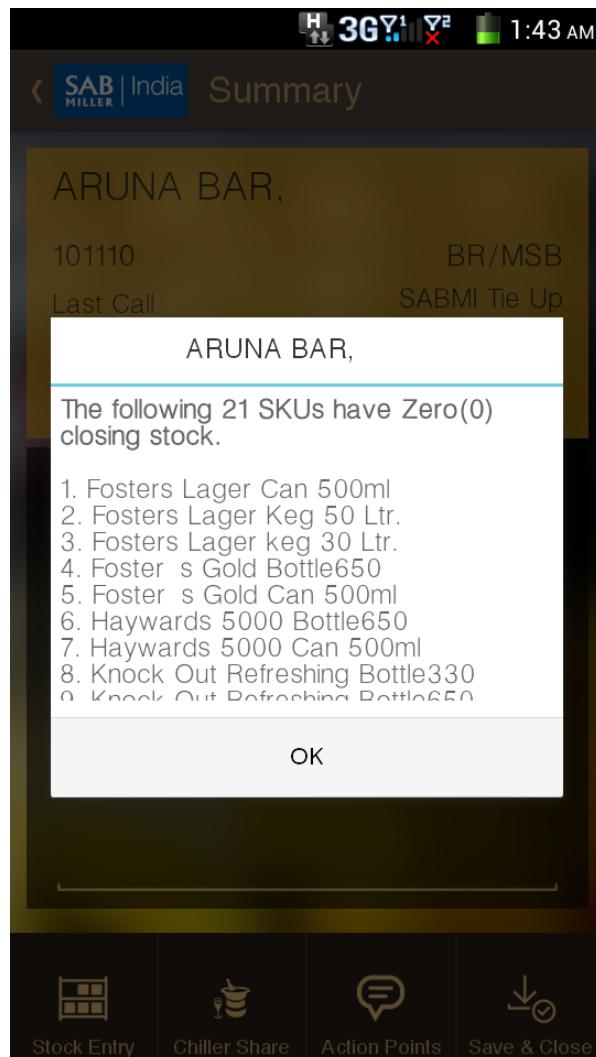
78. You capture the Chiller Share details at the outlet. Tap on + to add new chiller details.
79. You see the Chiller name and the Capacity in liters. Tap on the arrow > to scroll to next chiller.
80. Observe the SABMI SKUs in the above chiller.
81. Tap on the chiller tray to indicate the percentage share. Tap again to undo the selection.
82. Repeat the above 3 steps for next chiller if available.
83. Tap on the options at the bottom of the screen to continue with Action Points screen.

# Action Points



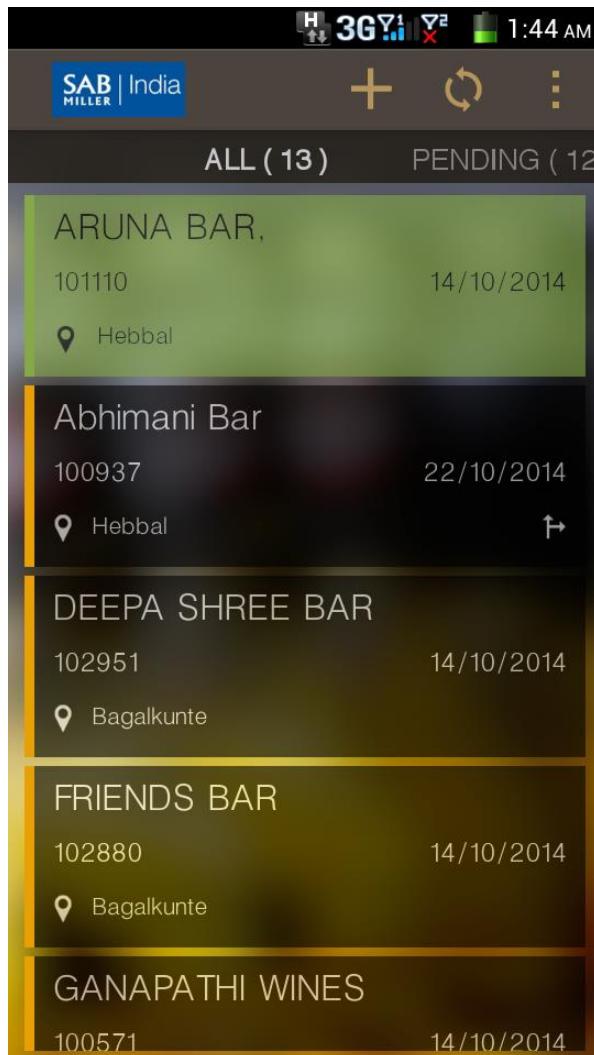
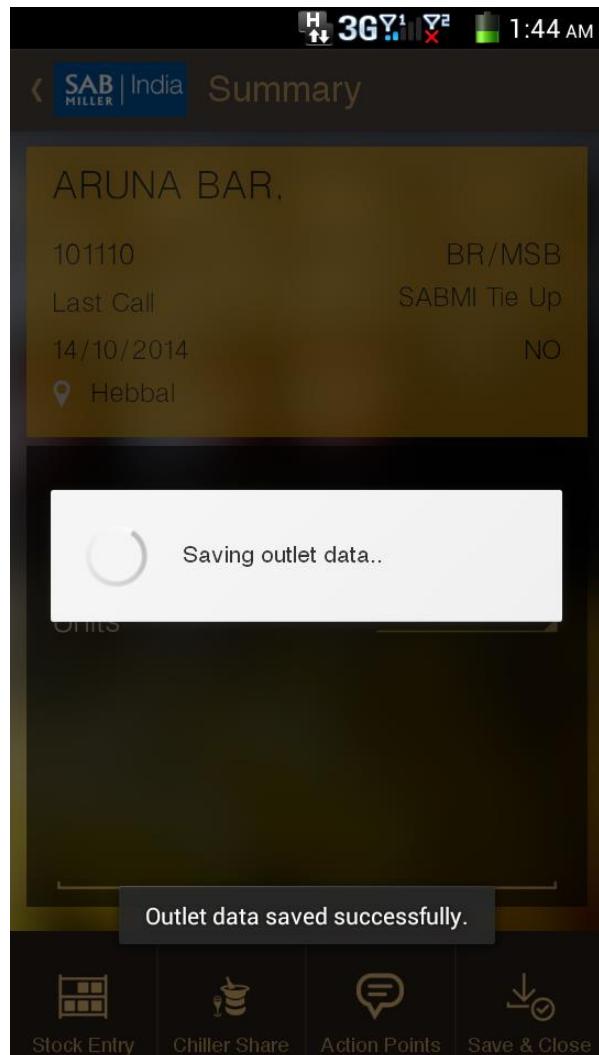
84. You can add action points in this screen related to Chiller, Visibility & Environment.
85. Tap on Action Points to view these options. Tap on the options to select.
86. Tap on Status to view the options. Tap on the options to select.
87. Tap on Comments. Type the details related to the Action Point as per the above Status.
88. Tap on Save at the bottom of the screen to return to Outlet Summary screen.

# Save & Close



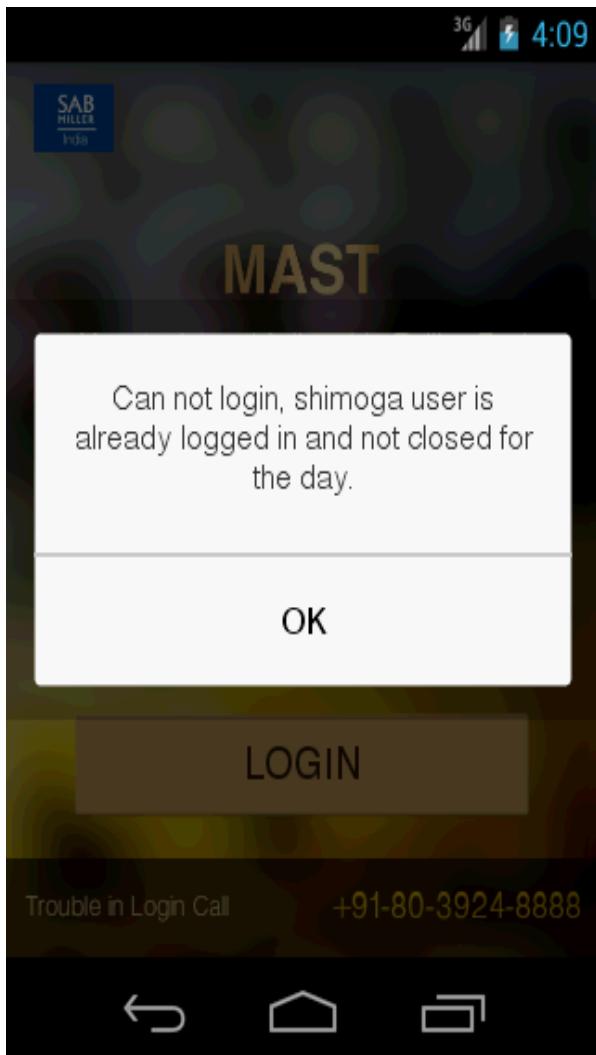
89. You see a message with list of SKUs having Zero closing stock. Tap OK to continue.
90. You may repeat Stock Entry, Chiller Share and Action Points updates and return to this screen.
91. Tap on Save & Close option to save the details for the outlet.
92. Tap on option Yes to save the outlet data. The app takes some time to save the data on your device.

# Save & Close



93. You see a message while the app is saving the outlet data.
94. The app returns to MJP screen.
95. You notice the outlet background color is Green. This indicates the update is complete and you cannot make further changes to this outlet.
96. Tap on the next outlet in your itinerary and repeat the process.
97. Tap on Menu : to Logout. The app takes some time to save the data. The app exits on completion.

# User Alerts



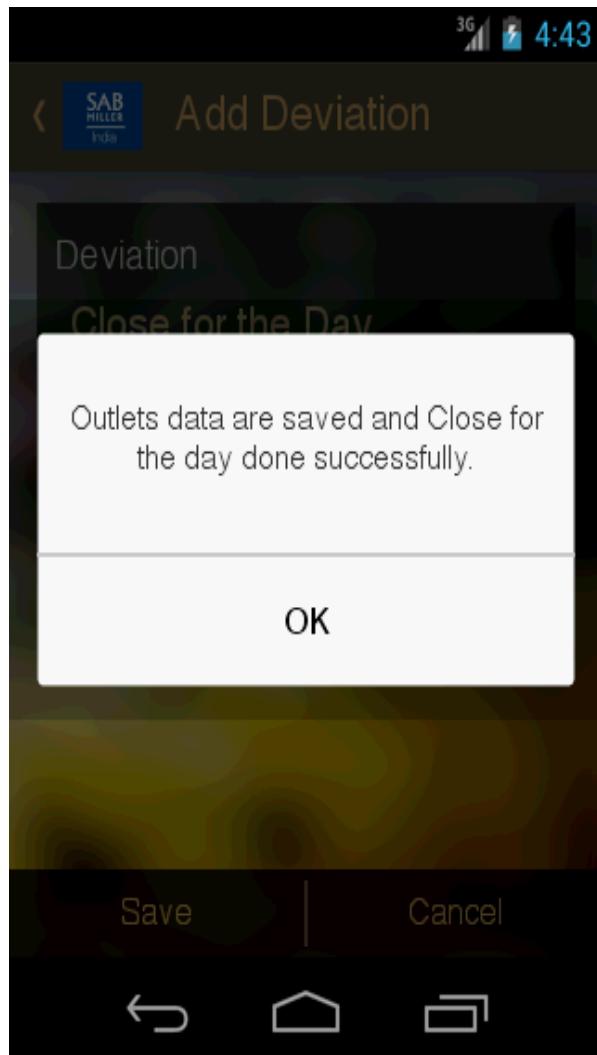
**Reason :**

You cannot Login as another User who has logged in earlier has not completed and closed for the day.

**Advice:**

The earlier User should login again and complete the MJP and Closed for the Day.

# User Alerts



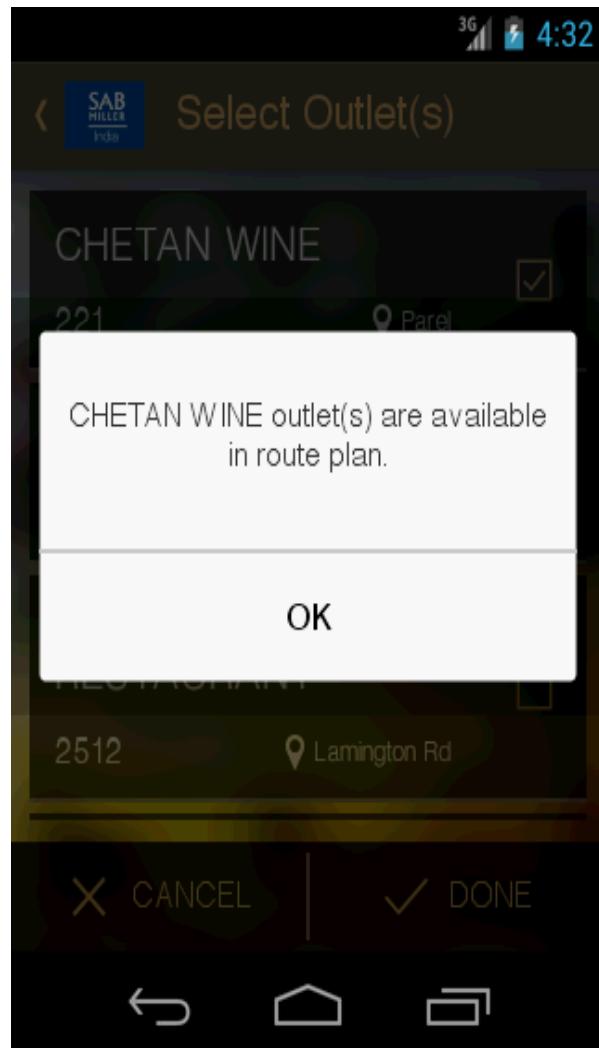
Reason :

User is attempting to login again for the day.

Advice:

The user has closed the MJP for the day successfully and no changes are possible.

# User Alerts



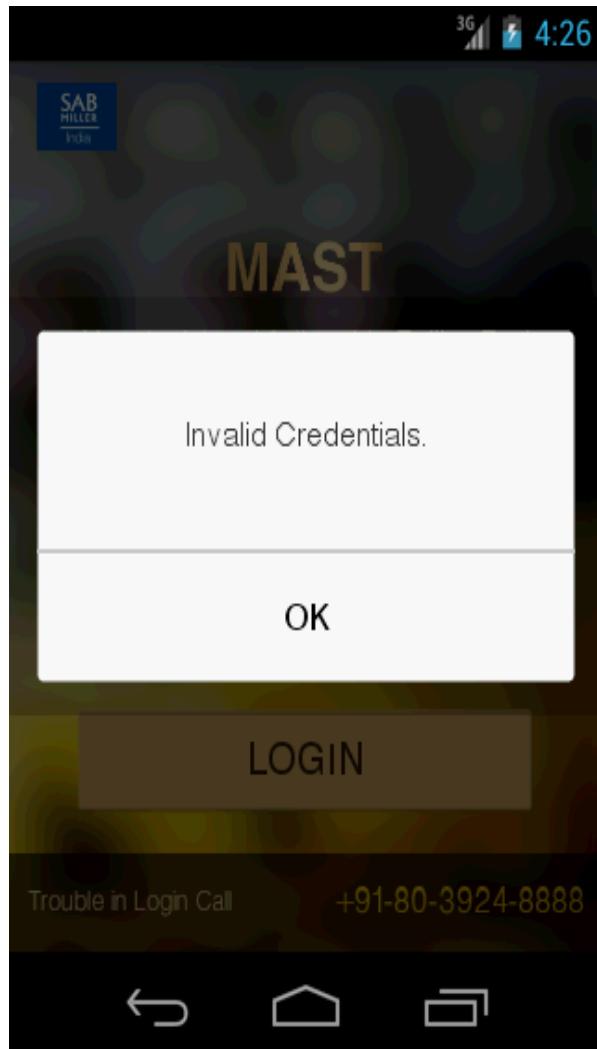
Reason :

The user is adding the same outlets already existing in the MJP.

Advice:

Add different route deviation outlets to the MJP.

# User Alerts



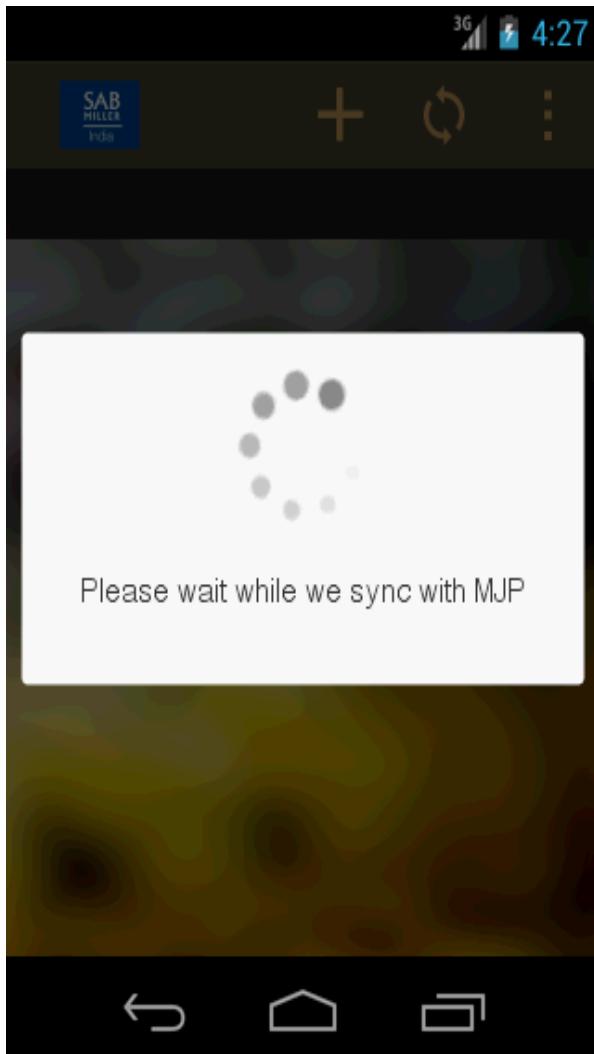
Reason :

The user login has failed.

Advice:

User should attempt login with valid credentials.

# User Alerts



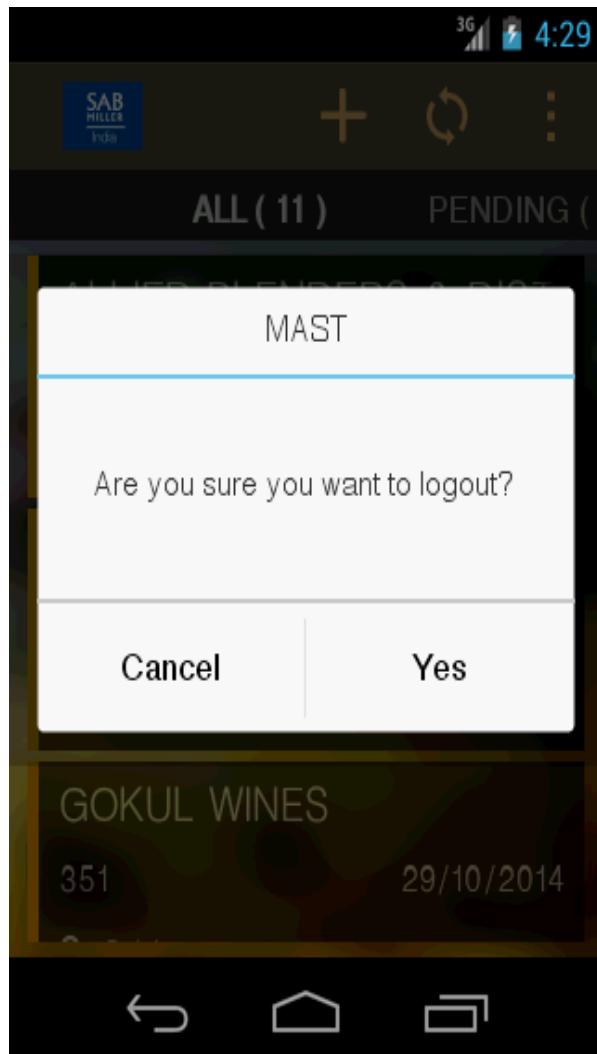
Reason :

The MAST app is busy with MJP sync activity.

Advice:

User should not exit / force close the app. User shall wait till the MJP sync process completes.

# User Alerts



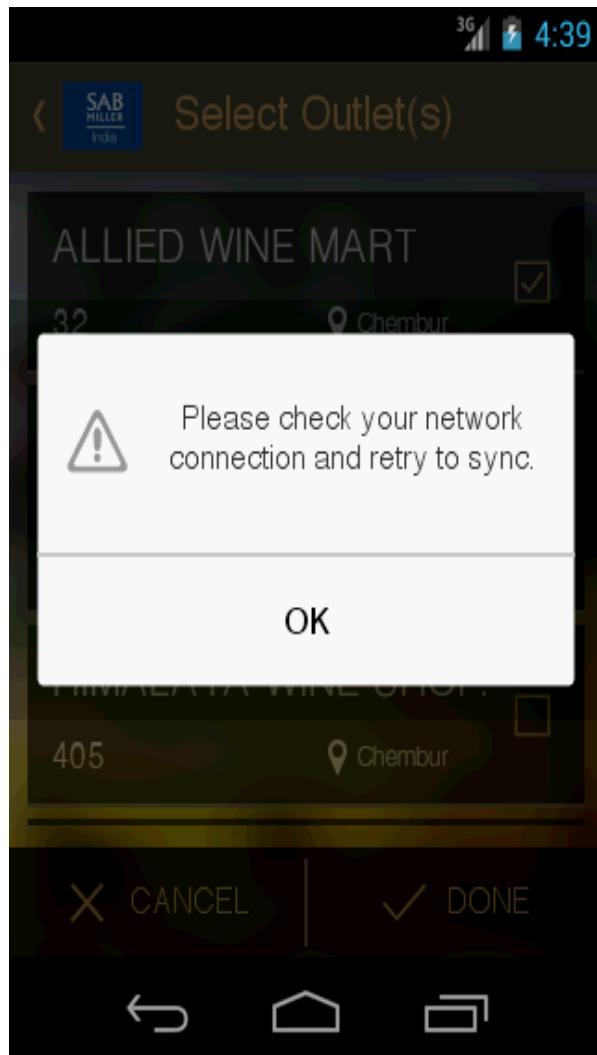
Reason :

User is trying to Logout of the session.

Advice:

User should Save & Close the Outlet data before trying to Logout.

# User Alerts



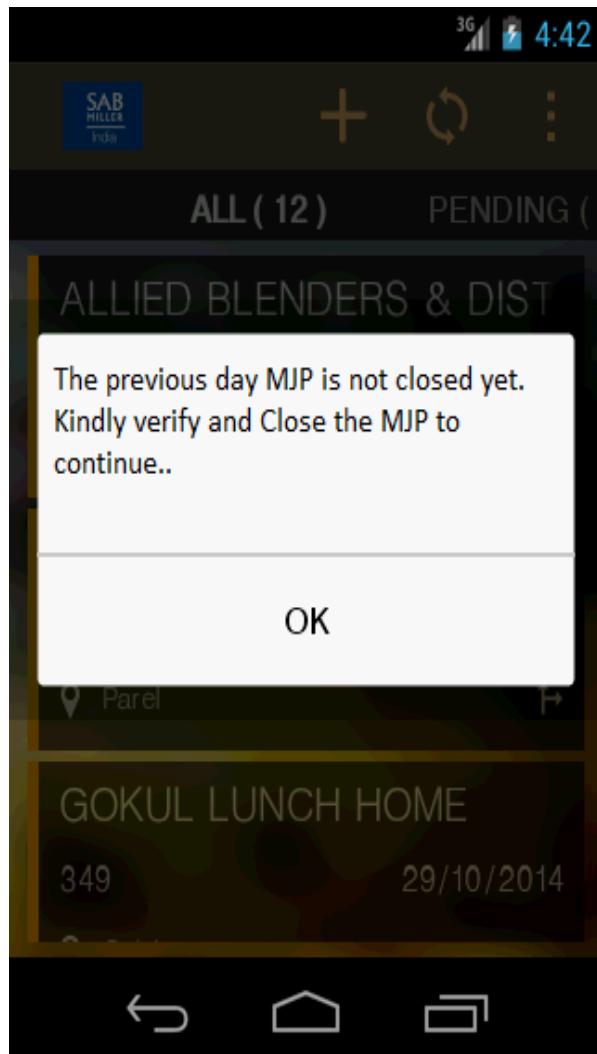
**Reason :**

MAST app is trying to Sync with no data network.

**Advice:**

User should not exit / force close the app. User shall check for a good network connection and attempt again to continue.

# User Alerts



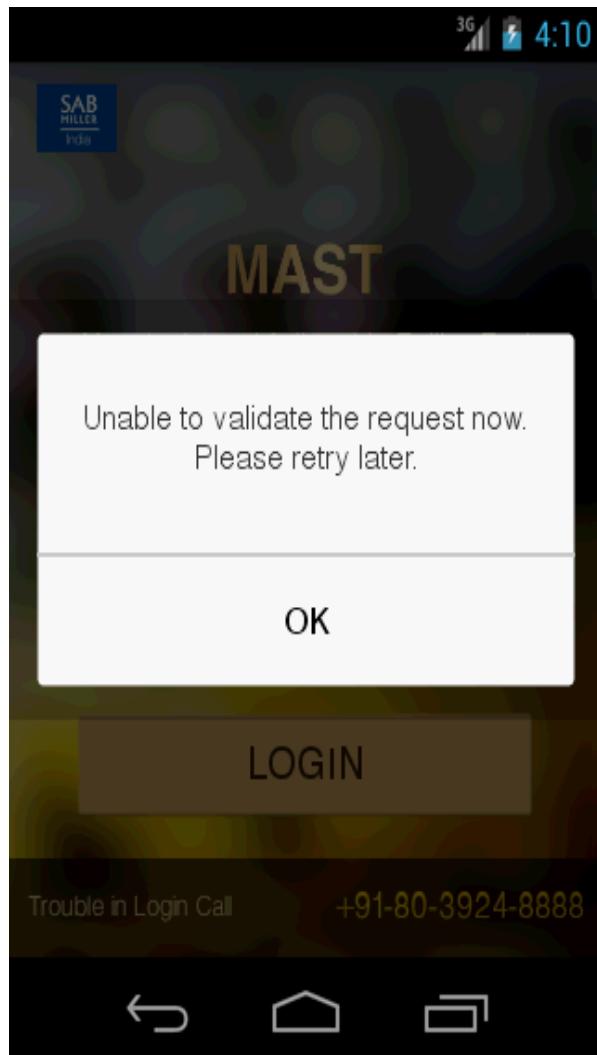
Reason :

User has not closed the previous day MJP.

Advice:

User should verify the updates. Check for good network signal and Close the MJP to continue.

# User Alerts



**Reason :**

MAST app is unable to validate the Login request for reasons like Poor Signal or Busy Network.

**Advice:**

User shall check for a good network connection and attempt again to continue.